

# **VALLEY REGIONAL HIGH SCHOOL**



## **Parent & Student HANDBOOK 2018-2019**

**REGION 4 SCHOOL DISTRICT  
DEEP RIVER, CT 06417**



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***This handbook belongs to:***

**Name:** \_\_\_\_\_

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## **HISTORY**

**Valley Regional High School** was formed in 1951 to serve the towns of Chester, Deep River, and Essex. The school provides educational facilities for approximately 600 students in grades nine through twelve. Valley Regional is a modern education facility whose curriculum includes challenging courses in all departments. Valley Regional participates in the University of Connecticut's Early College Experience, Middlesex Community College Partnership Program, Virtual High School and Advanced Placement Program.

Valley Regional High School is fully accredited by the State of Connecticut and the New England Association of Schools and Colleges.

## **VRHS MISSION STATEMENT**

We are committed to developing our students to be systems thinkers who use active learning strategies both independently and collaboratively to meet the challenges that face them at personal, community, career and global levels.

We believe that all students should be provided the opportunity to:

- Engage in relevant and rigorous curriculum
- Have their individual learning styles and needs met
- Embrace and contribute to a changing world
- Work in a fair, diverse, respectful, and safe community
- Become independent, active learners who are willing to take academic risks
- Access learning tools, technologies and resources necessary to participate in a 21st century learning environment

Valley Regional High School has identified the following learning expectations for all students:

### **Academic Competencies**

Students will think critically and creatively in order to:

- Solve problems
- Interpret text in various forms
- Communicate effectively
- Effectively access, evaluate and use information
- Design products to effectively showcase learning outcomes in a 21st century learning environment

### **Civic Competencies**

Students will contribute to their local and global communities by:

- Exercising the rights and responsibilities of citizenship
- Interacting and engaging effectively in a global world
- Understanding local and global implications of civic decisions

### **Social Competencies**

Students will become productive members of society by:

- Demonstrating personal and academic responsibility and accountability
- Collaborating effectively in diverse teams while respecting and valuing cultural differences

- Acting with respect and integrity as members of a community while understanding societal norms and values
- Learning how to adapt to change and be flexible while managing goals and time
- Apply a fundamental understanding of ethical issues when using digital technologies for communication and networking

## **AGE OF MAJORITY**

Eighteen-year-old students not living with parent(s) or guardian(s) will be dealt with directly in attendance matters. Any student at or above the age of majority who, independent of parents or guardians, takes up residence in the town of Chester, Deep River, or Essex and enrolls in the Regional No. 4 school system shall be required by the Regional No. 4 Board of Education to submit a Certificate of Residence certifying that he/she is indeed in residence within Regional School District No. 4; said certificate must be attested to by the owner, renter, or lessee of the property wherein he/she resides. Such certificate must be completed and placed in the hands of the principal within five calendar days from the date of entrance of the student in question.

The school system recognizes its responsibility to the parent/guardian regardless of the age of the student in its charge. All contacts and records shall continue to be maintained with the parent/guardian. The school recognizes the right of the eighteen year old to examine all personal school records.

Eighteen-year-old students not living with parent(s) or guardian(s) will be dealt with directly in attendance matters. An eighteen-year-old student is a student first and an adult second. A student may not, during any school day, sign himself/herself out of school if he/she is living at home with his/her parent(s)/guardian(s).

If an eighteen-year-old student is not living with their parent/guardian, he/she must bring in a note to the office on the day before or the morning of the day he/she wishes to be dismissed; otherwise he/she will not be allowed to sign out of school.

## **ANNOUNCEMENTS**

In an effort to minimize disruptions to classroom instruction, announcements over the public address system will be limited. All important information may be accessed via the electronic monitors in the cafeteria, in the main foyer, and in front of the auditorium. Additionally, parents and guardians may access this information in “real time” via the Daily Bulletin feature of PowerSchool.

## **ATHLETICS**

**Responsibilities of the Student-Athlete:** Each VRHS student athlete is expected to:

1. Meet the goals of the team and VRHS.
2. Maintain a high degree of physical fitness, practice proper eating habits and abstain from the use of alcohol, tobacco and other detrimental drugs.
3. Recognize that, as an athlete, she/he not only represents herself/himself, but

also the team and the entire school community.

4. Follow the rules policies of the team, VRHS and the CIAC in regard to participation in interscholastic athletics.
5. Practice the ideals of good sportsmanship and thereby set a positive example for the members of the student body.
6. Respect the integrity and judgment of sports officials.
7. Follow the school and CIAC attendance protocols in order to participate in athletic competitions or practice sessions.
8. Properly care for, maintain and promptly return all uniforms and equipment.

**Captains:** The process of selecting captain(s) for each team may vary. It is suggested that each coach maintain the integrity of the program by having a consistent process of selection from season to season.

**The Captain(s) will:**

1. Communicate in a positive and constructive way with other teammates and the liaison between coaches and players;
2. Assist the coach in accomplishing the goals of the VRHS Athletic Program;
3. Ensure that all teammates demonstrate good sportsmanship;
4. Be involved in pre-season team preparations;
5. Demonstrate a “team first” philosophy.

### **Eligibility Rules**

No student will be allowed to participate on an athletic team, school club or activity if that student has any outstanding financial obligation to the school.

The use of alcohol, drugs or tobacco products is contrary to the qualities desired in a student leader. Any student caught using alcohol or drugs is subject to the following sanctions.

During the season of practice, play, or participation in a school club, activity, or sport a student shall not, regardless of the quantity, use, consume, possess, buy, sell, or any way distribute alcohol, tobacco, marijuana, steroids, or any other controlled substance. In addition, any student who attends a teenage social gathering, and remains at such a social gathering after learning of or suspecting there to be use of illegal drugs and/or consumption of alcohol by underage individuals, may be required by the administration to participate in an educational experience regarding drug and alcohol consumption, with dismissal from program at administration's discretion, perform an appropriate form of school service, or be subject to disciplinary action.

The school administration will immediately investigate any alleged violations of this regulation. If there is evidence to support that a violation of this policy has occurred, the administration will conduct a hearing with the student. When the administration confirms that a violation of board of education policy (5131.6) Alcohol, Drugs, and Tobacco has occurred, the following penalties shall be invoked:

**First Violation:** the student shall lose interscholastic athletic eligibility or activity/club participation eligibility in which the student is a participant, for the next two consecutive interscholastic events or two weeks, whichever is greater. This loss of eligibility may run from one season into a second season.

**Second and Subsequent Violations:** the student shall lose interscholastic athletic eligibility or activity/club participation eligibility in which the student is a participant, for the next twelve consecutive interscholastic events or twelve consecutive weeks, whichever is greater. This loss of eligibility may run from one season into a second season.

Although not necessary for reinstatement of eligibility, it is expected that the student will participate in a therapeutic rehabilitation program. The school will provide the student with a list of therapeutic resources.

### **CIAC Regulations**

1. All athletes must have a physical examination and insurance (school or home insurance) coverage in order to participate or play with a team.
2. A student cannot play, practice, or participate in a school-sponsored activity on a day he/she is absent from school. He/she must be in school by 9:00 am and remain in school to be eligible for the day's event.
3. If a student has an excused absence on Friday, he/she must receive special permission from the Principal to participate in a Saturday or Sunday school-sponsored event. If a student has an unexcused absence or leaves campus without permission on Friday, he/she will not be allowed to participate in a Friday, Saturday, and/or Sunday school-sponsored event.
4. Care and maintenance of equipment is the responsibility of the student. Student must pay for any equipment lost or damaged through his/her fault.
5. No student will be allowed to participate on an athletic team if that student has not returned or paid for equipment that they lose or damage.
6. Valley Regional High School and the C.I.A.C. has established the following eligibility rules:
  - a. A student must be registered in a minimum of five classes or its equivalent.
  - b. A student must be passing all classes at the end of the last regular marking period as of the official day that grades are issued next preceding the contest. If a student fails one or more courses, he or she must appeal to the principal by obtaining a form from the main office.
  - c. A student is ineligible if any of the following apply:
    - i. Is nineteen years of age by July 1.
    - ii. Changed schools without a change of residence.
    - iii. Is playing the same sport for more than three seasons in grades 10, 11 & 12.
    - iv. Is playing or practicing with an outside team in the same sport while a member of a school team.
    - v. Is playing under an assumed name on an outside team.
    - vi. Is receiving payment for participation in any athletic activity.
7. Ineligibility time frames are determined by the CIAC.



## **Transportation Rules**

All students must travel with the team or group to and from all athletic contests or activities. This rule may only be waived by the athletic coordinator or an administrator.

Transportation waivers must be picked up at the Athletic Office. After parent and administrative approval, the waiver must be turned into the Athletic Office at least 24 hours prior to the event.

Buses are not allowed to stop on the way to or from the event without prior permission from the school administration.

## **ATTENDANCE**

### **Procedures**

Parents/guardians are asked to call the school by 9:00 a.m. to report a student's absence. If the school does not receive a call, the staff will make a reasonable effort to notify the parent/guardian of the student's absence.

A student's absence from school shall be considered "excused" if written documentation of the reason for such absence has been submitted within ten (10) school days of the student's return to school and is in adherence with attendance regulations (see the "Regulations" that follow this section for additional information on excused and unexcused absences). If there is not appropriate documentation, the school will treat the absence as unexcused; the student may be assigned disciplinary consequences, denied make-up privileges, denied participation in school-sponsored activities, denied credit for all work missed or not turned in, and, in excessive instances, denied credit for the class.

A parent/guardian, should notify the school ahead of time when the student needs to be absent from class time for medical appointments, court appearances, college visits and driver's tests. Documentation is necessary for these appointments to be excused.

In order to participate in school-sponsored activities including, but not limited to, sports, clubs, and dances, all students must arrive to school by 9:00 am and remain in school for the rest of the day to be eligible to play, practice, or participate in extracurricular activities.

Students arriving after 11:00 a.m. will be referred to the associate principal. They may be sent home unless they arrive with an authorized excused note.

### **Regulations**

Regular and punctual student attendance in school is essential to the educational process. Connecticut state law places responsibility for assuring that students attend school with the parent or other person having control of the child. To assist parents and other persons in meeting this responsibility, the Board of Education, through its Superintendent, will adopt and maintain procedures to implement this policy. Such procedures shall incorporate the definitions of "excused" and "unexcused" absences adopted by the Connecticut State Board of Education.

## **Excused Absences**

- i. For absences one through nine, a student's parent/guardian approves such absence and submits appropriate documentation to school officials.  
\*Such documentation includes a signed note from the student's parent/guardian, a signed note from a school official that spoke in person with the parent/guardian regarding the absence, or a note confirming the absence by the school nurse or by a licensed medical professional, as appropriate. Documentation should explain the nature of and the reason for the absence as well as the length of the absence. Separate documentation must be submitted for each incidence of absenteeism.
- ii. For the tenth absence and all absences thereafter, a student's absences from school are considered excused for the following reasons:
  - a) Student illness (must be verified by a licensed medical professional to be deemed excused, regardless of length of the absence);
  - b) Death in the student's family or other emergency beyond the control of the student's family;
  - c) Student observance of religious holiday;
  - d) Mandated court appearances (documentation required);
  - e) The lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation required);
  - f) Extraordinary educational opportunities pre-approved by District administration and to be in accordance with Connecticut State Department of Education guidance.

When a student is out of school or class because of an excused absence, appropriate provisions will be made by school personnel regarding make up of missed assignments, homework, tests and other class activities missed. (Note: it is possible that a student's attendance record may vary from one class to another because of early dismissals, late arrivals, assemblies and shortened days.)

Students who are absent are responsible for determining what work was missed and for making arrangements with their teachers for completing this work. If you should experience difficulty accessing your work, the office will do their best to accommodate your requests for homework. Make up work should be completed as soon as possible after a student returns to school.

## **Unexcused Absences**

- i A student's absence from school shall be considered unexcused unless:
  - a) The absence meets the definition of an excused absence and meets the documentation requirements; or
  - b) The absence meets the definition of a disciplinary absence, which is the result of school or District disciplinary action and are excluded from these State Board of Education approved definitions.

**Family Vacations:** The school does not support family/student vacations during school times. We strongly urge families to align vacations with the school calendar, as time missed in the classroom is contradictory to the State of Connecticut attendance policy and its emphasis on excellence in education.

**Medical Appointments:** If a doctor's appointment must be scheduled during school hours, appropriate documentation (see above) must be presented to the office within ten (10) school days in order to receive an excused absence or tardy.

**College Visitations:** A request form is available in the Counseling Office and must be completed and returned to the student's counselor prior to the visitation. Documentation of said visitation is required for attendance purposes.

### **Tardiness**

**To Class:** For the first tardy, the teacher will warn the student, assign a detention, or contact a parent or guardian. Three tardies equals one absence. Chronic tardiness will result in a disciplinary referral and could result in loss of credit in that class and/or loss of driving privileges.

**To School:** Students tardy to school must report to the office upon arrival. Appropriate documentation must be brought to the office to excuse the student from tardiness to school. Students are tardy when they arrive at school later than the beginning of class (Class begins at 7:40 A.M.). Tardiness will be considered excused for reasons listed under Excused Absences above. Three unexcused tardies equals one unexcused absence.

Students are allowed 3 tardies before receiving a detention. The 4th tardy and every one thereafter will result in a detention, which is 2:25-3:15 P.M. on Tuesdays and Thursdays. Students failing to attend detention will not be able to participate in interscholastic contests, athletic practices, co-curricular or other school sponsored events.

A student must arrive at school by 9:00 am and remain in school the rest of the day in order to participate in any extracurricular activity.

### **Early Dismissal from School**

Except in an emergency, no student may leave the school during school hours without having presented a note from a parent/guardian to the office. The school district is legally responsible for the safety of its students during the school day; therefore, it is imperative that students are released only for proper reasons, and only to authorized person(s).

Staff members shall not excuse any student from school prior to the end of the school day, or into any person's custody without the direct prior approval and knowledge of the building principal, or his or her designee.

Telephone requests for early dismissal of a student shall be honored only if the caller can be positively identified as the student's parent or guardian.

In cases where there is both a custodial and non-custodial parent, the child will be released only to the custodial parent; i.e., the parent whom the court holds directly responsible for the child, and who is identified as such on the school record.

The same reasons that excuse students from school will be accepted for early dismissal. The student must sign out in the office before leaving school. Any person picking up a student for any reason during the school day must sign the student out in the school office on the form provided for this purpose.

## **Student Athlete Attendance**

### **At School**

1. It is the responsibility of the coaching staff to monitor student attendance for purposes of maintaining eligibility to participate in scheduled contests and practices.
2. Student athletes are required to attend all of their classes as scheduled. Student athletes must arrive at school by 9:00 am and remain in school for the remainder of the day in order to participate in any practice or contest.
3. Student athletes will not use the sport as an excuse to miss class time unless the team is departing early from school for a contest. Staff will be notified of early dismissals.

**At Contests and Practice:** Attendance at all contests and practice sessions (including tournament and vacation periods) is expected. If athletes will be absent or tardy for a practice session or contest, the student athlete must notify the head coach prior to the contest/practice.

All coaches will keep a record of student athlete attendance.

Most athletic contests start at 3:45 to eliminate the need for early dismissal of athletes. The principal will determine the need for early dismissal of teams for special events. Staff will be notified in advance of such cases.

**Suspension from School:** When a student athlete has been suspended, either in or out of school, he/she may not practice, play or attend any games/contests/events that the team is participating in for the duration of the suspension.

**Ejection Policy:** If an athlete is ejected from a contest, he/she will be suspended for a period of one contest at that level of play and all contests at any other level played in the interim.

### **Course Credit**

Students who exceed established limits for certain types of absences from class or school will have credit withheld. All unexcused absences will count toward the permissible maximum of twelve in a year-long (1.0 credit) course or six in a semester (0.5 credit) course. When a student exceeds six unexcused absences in a semester course or twelve unexcused absences in a year-long course, credit will be withheld and parents/guardians will receive written notification. Written warning notices will be sent to parents/guardians when a student has reached four unexcused absences in a semester course and eight unexcused absences in a year-long course.

(NOTE: when a student exceeds the absence limit for a course, credit toward graduation is withheld; the student will remain in his/her scheduled course(s). The grade(s) earned will be recorded on the student's permanent transcript.)

### **Early Dismissal/Late Arrivals**

Seniors with a first period study hall will be allowed to sign in late to school before the beginning of second period. Those seniors with a last block study hall will be allowed to leave early if they adhere to the guidelines detailed in the Early

Dismissal/Late Arrival agreement available in the office.

## **BULLYING**

The Board of Education (Board) promotes a secure and happy school climate conducive to teaching and learning that is free from threat, harassment, and any type of bullying behavior. Therefore, it shall be the policy of the Board that bullying of a student by another student is prohibited.

“Bullying” means the repeated use by one or more students of a written, oral or electronic communication, such as cyber bullying, directed at or referring to another student attending school in the same school district or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district that: A) causes physical or emotional harm to such student or damage to such student’s property, B) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property, C) creates a hostile environment at school for such student, D) infringes on the rights of such student at school, or E) substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but not be limited to, a written, oral, or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

## **BREATHALYZER TESTING**

The Regional School District No. 4 Board of Education supports the use of both passive alcohol screening (“PAS”) devices and breathalyzers during the school day or at school-sponsored events to deter the use of alcohol by students and to promote the health and safety of all students. Regional School District No. 4 Board of Education policy 5145.124 provides the basic structure for the use of passive alcohol sensors and breathalyzers to detect/confirm alcohol consumption by students. Such instruments shall be used by the District to 1) confirm a reasonable suspicion that a particular student has used or is under the influence of alcohol at school during the school day, or at a voluntary, extracurricular school-sponsored event; and/or 2) systematically screen students attending extracurricular/voluntary school-sponsored events for possible alcohol use.

The passive alcohol sensor (“PAS”) device is a non-invasive high-speed breath alcohol-screening instrument which can be used as a “sniffer” for overt or covert alcohol detection. This device may be used to sample a student’s breath in order to detect alcohol use, with results reported as either “positive” or “negative.” A breathalyzer is a device that detects and measures alcohol in expired air so as to determine the concentration of alcohol in a person’s blood. Only designated school personnel and/or the school resource officer(s) will be trained in the use

of the PAS device and/or breathalyzer test Testing of students using these devices will be conducted in a separate area, to the extent practicable, to maintain student privacy. Results from a PAS device or breathalyzer will be maintained in a confidential manner, and released in accordance with district policy and state and federal law.

## **CELL PHONES**

A new cell phone procedure will be implemented during the 2018 – 2019 school year for students in grades 9-12. The procedure will be assessed at the end of the school year to determine if it is a viable long-term option for VRHS. All students will be allowed to use their cell phones during non-instructional school time (lunch and between classes). Students in possession of a cell phone must comply with the Cell Phone Policy/VRHS Acceptable Use Agreement.

Students may not use their cell phone in class. This includes when using the restrooms during class time. Class time is defined as time from the block's start bell to the block's dismissal bell.

Each teacher will have a designated place in their classroom where students must place their cell phone. The designated place will be known as the classroom's Cell Hotel. While in the Cell Hotel, all cell phones must be in silent mode and not be a distraction to others.

Students who are in possession of cell phones must adhere to the Student Code of Conduct, Student Handbook, Acceptable Use Policy, and all Board Policies, particularly Internet Acceptable Use. Violating the established policy will result in the following:

- First offense- the phone is taken away until the end of the school day.
- Second offense- the phone is taken away until the end of the school day and must be picked up by a parent or guardian.
- Third offense- phone is taken away, parent picks up phone, and student is assigned a 3 hour detention
- Fourth offense- phone is taken away, parent picks up phone, and student is suspended for one day
- Any further infractions will result in the student not having a cell phone on school grounds during the school day. Furthermore, students who do not adhere to these guidelines will be subjected to other disciplinary actions.

A student who has had a phone confiscated may not use another student's cell phone.

## **CHANGE OF PERSONAL INFORMATION**

If a student or parent/guardian has a change of address, telephone number (work or home) during the school year, the office must be notified immediately. E-mail address changes can be completed in PowerSchool and do not require office notification.

## **CHEATING AND PLAGIARISM**

Cheating, in any form, is not tolerated at VRHS. Students who engage in any form of cheating are subject to disciplinary action.

The following regulations are intended to serve as guidelines for students.

- Any student caught cheating on a quiz, test, exam, etc., either giving or receiving information, may receive a zero and disciplinary consequences.
- Any student using information from a previously written term paper or assignment, written by himself or her or someone else, for the same course or another course, may receive a zero and disciplinary consequences unless he/she has the express permission of the teacher involved.
- Any student caught cheating may not be eligible for election to the National Honor Society. Any members of the National Honor Society involved in cheating may be subject to dismissal from said society.
- Any student caught giving or receiving homework, laboratory reports, or other written assignments without the permission of the teacher, may receive a zero for that assignment and may receive disciplinary consequences. Jointly done homework, lab reports, etc., are acceptable with teacher permission.
- Any student who plagiarizes may receive a zero for his/her work and may receive disciplinary consequences.

## **CLASSES**

A student is obligated to attend all classes listed on his/her schedule. Being on time will eliminate distractions and interruptions. If a student is unavoidably late for a class, the student should bring a pass from the person who detained him/her. If tardy to school, the student, upon entering the building, is to sign in at the main office and secure a pass.

Students are not to leave class prior to dismissal by the teacher. Students are not to wait at the door prior to the sounding of the bell.

## **CLASS RANK**

In order to determine the top graduate of the senior class, the following guidelines will be used:

1. The final class ranking for the senior year will be determined at the close of the third marking period.
2. In order to be eligible for consideration as the top graduate, a senior must have spent four full semesters at VRHS.

In the case of transfer students, the sending school, whenever possible, will supply numerical grades. When not available, VRHS will translate the letter grades to numerical grades based on VRHS standards.

### **Quality Point System for Determining Rank in Class**

The following weighted model will be utilized for purposes of determining class rank:

Grades in courses will be multiplied by the following weight factors:

AP/UCONN	1.2
Level 1	1.1
Level 2	1.0
Level 0	no weight

A basic unweighted GPA on a 4.0 scale is provided on the transcript.

In order to enhance our efforts to teach students, we at Valley Regional High School have developed the guidelines to accurately determine student level placement. The process to be followed (in determining a student's appropriate level placement in a specific subject matter) will incorporate consideration of the student's past academic performance, and when necessary, available standardized test scores.

The most accurate predictor of appropriate level placement is the observation and evaluations of the classroom teacher. Therefore, different content areas have been established, each with its own criteria. When the student has mastered prerequisite material based on departmental criteria, he or she will be considered for recommendation to the appropriate level for each subject.

The addition of a Level 0 option for elective courses will allow a student to take a course that traditionally has only been offered at Level 2. Students who opt to take an elective course at Level 0 will receive the grade for the course and credit toward graduation. Expectations for the course will be the same no matter what level a student chooses. The only difference is that Level 0 courses will not count toward a student's weighted grade point average.

## COMPUTER ROOM GUIDELINES

The computer lab rooms at VRHS serve as both resource rooms and as teaching classrooms. Teachers and students need to be mindful of this fact when working in the labs.

Classroom Teachers with a class wishing to use the computer lab:

- Will sign up in advance of the class period for which they wish to use the computer lab.
- Will accompany the class using the computer lab to answer all questions and will remain with the class. The supervising personnel in the computer lab will serve as a resource person only.
- Will supply all materials students will need.
- Will see that the room is in proper order at the end of the class period.

Students will:

- be respectful of other's work and work in progress.
- will adhere to all normal and appropriate classroom rules for behavior, food consumption, etc.

## DAILY ROUTINE

**Bus**—Bus transportation is scheduled for all students. School rules are in effect on all buses and at all bus stops. The driver may recommend that bus transportation



be denied either temporarily or permanently for students displaying poor behavior. It is the parents' responsibility to notify the school bus driver if their child has any type of medical condition which may warrant attention.

**Arrival**—once a student arrives on school grounds, he/she may not leave without permission and, upon receipt of said permission, must sign out in the main office.

**CORE** (Communication, Ownership, Respect, and Enthusiasm) - In lieu of home-room, students will be assigned to CORE rooms for academic and administrative purposes. CORE will meet to address the advisory curriculum.

**Attendance**—Attendance will be taken at the beginning of each block of instruction and the beginning of all CORE meetings.

## DISCIPLINE

School policy violations that may result in disciplinary consequences include, but are not limited to, the following:

- Bullying/Harassment
- Cheating
- Computer use violation
- Cutting class
- Damage/destruction of school property
- Disrespectful behavior toward a staff member
- Disrespectful behavior toward a student
- Disruptive behavior in class
- Distribution of banned substances
- Dress code violation
- Excessive display of affection
- Failure to attend detention
- Fighting/ assault
- Forgery
- Insubordination—failure to do as directed by staff member
- Leaving classroom without permission
- Leaving school grounds without permission
- Misconduct in media center
- Misrepresentation of information
- No pass in halls or lavatory
- Possession of drugs/drug paraphernalia
- Possession of electronic device
- Possession of weapon
- Smoking and/or possession of related products
- Stealing
- Threat of another student or staff member
- Transporting students without permission
- Trespassing
- Under the influence of drugs/alcohol

- Use of inappropriate language
- Use of abusive language or gestures toward staff members
- Verbal/ physical action which contributes to a fight or assault

### **Suspension**

(BOE Policy 5114)

An authorized member of the administrative staff may suspend a student from school privileges or from transportation services when the student's conduct on school grounds or at a school sponsored activity endangers persons or property or is seriously disruptive of the educational process, or whose conduct violates a publicized policy of the Board of Education. A student may also be suspended from school privileges when the student's conduct off school grounds violates Board policy and is seriously disruptive to the educational process.

For any one incident a student shall not be suspended for more than ten (10) consecutive school days. No student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless the student is granted a formal hearing as specified in C.G.S. 4-176e – 4-180a.

Students may not be suspended without an informal hearing before the building principal or the principal's designee unless the principal determines that an emergency situation exists.

A suspended student must be given an opportunity to complete any class work, including examinations, which were missed during the suspension.

At the discretion of the principal, in-school suspensions (not to exceed five consecutive days) may be given when deemed appropriate no more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.

If it is necessary to suspend a student before an informal hearing is held, such hearing shall be held as soon after the suspension as possible.

A suspension shall not extend past the end of the school year.

A suspension shall be included in the student's record.

### **Expulsion**

Expulsion means the exclusion of a student from school privileges on more than ten (10) consecutive school days. The expulsion period may not extend beyond one (1) calendar year. The Board of Education may expel any student whose conduct on school grounds or at a school-sponsored activity endangers persons or property or is seriously disruptive of the educational process, or violates a published policy of the Board, provided that a formal hearing is held under C.G.S. 4-176e - 4-180a. The Board shall expel any student found to be in possession of a dangerous weapon in school, on school transportation, on school grounds, or at a school-sponsored activity.

Grounds for expulsion if occurring on school property, school transportation vehicles, or at any school-sponsored activity shall include, but not be limited to:

- a. Willfully striking or assaulting a student, members of the school staff or other persons.
- b. Theft.
- c. The use of obscene or profane language or gestures, the possession and/or display of obscenity or pornographic images or the unauthorized possession and/or display of images, pictures or photographs depicting nudity.
- d. The use of obscene or profane language or gestures to a member of the school staff.
- e. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
- f. A walkout from or a sit-in within a classroom or school building or class.
- g. Any act of harassment based on an individual's sex, sexual orientation, race, color religion, disability, national origin or ancestry.
- h. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke).
- i. Possession of any weapon, weapon facsimile, deadly weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object.
- l. Sale, distribution, or consumption of substances contained in household items; including, but not limited to glue, paint, accelerants/propellants for aerosol canisters, and/or items such as the aerators for whipped cream; if sold, distributed or consumed for the purpose of inducing a stimulant, depressant, hallucinogenic or mind-altering effect.
- m. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (l) above.
- n. The destruction of real, personal or school property, such as, cutting defacing or otherwise damaging property in any way.
- o. Creating a disturbance in the classroom.
- p. Refusal by a student to identify himself/herself to a staff member when asked, or misidentification of oneself to such person(s).
- q. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
- r. Possession or ignition of any fireworks or other explosive materials, or ignition of any material causing a fire.
- s. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.
- t. Trespassing on school grounds while on out-of-school suspension or expulsion.  
Making false bomb threats or other threats to the safety of students, staff members, and/or other persons.
- v. Defiance of school rules and the valid authority of teachers, supervisors,

administrators, other staff members and/or law enforcement authorities.

- w. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.
  - x. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
  - y. Leaving school grounds, school transportation or a school-sponsored activity without authorization.
  - z. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution.
  - aa. Inappropriate use of an electronic device that is disruptive of the educational process, in violation of Board policy and/or administrative regulations regulating the use of such devices.
  - bb. Unauthorized use of any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes.
  - cc. Possession and/or use of a laser pointer.
  - dd. Hazing
  - ee. "Bullying" (meaning the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district that: A) causes physical or emotional harm to such student or damage to such student's property, B) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property, C) creates a hostile environment at school for such student, D) infringes on the rights of such student at school, or E) substantially disrupts the education process or the orderly operation of a school.)
  - ff. Acting in any manner that creates a health and/or safety hazard for staff members, students, or the public, regardless of whether the conduct is intended as a joke.
  - gg. Any action prohibited by any Federal or State law.
  - hh. Any other violation of school rules or regulations or a series of violation which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.
2. Grounds for expulsion if occurring off of school property or outside of school activities:
- a. Conduct leading to a Class A misdemeanor or felony arrest if that conduct is determined to pose a danger to the student himself/herself, other students, school employees or school property.
  - b. Adjudication as a delinquent or a youthful offender as the result of a felony if the conduct leading to the adjudication is determined to pose a danger to the student himself/herself, other students, school employees or school property.
  - c. Knowingly possessing a firearm or deadly weapon. A firearm as defined by

C.G.S. 53a-3 includes any sawed-off shotgun, machine gun, rifle, shotgun, pistol, revolver, or other weapon whether loaded or unloaded from which a shot may be discharged, or a switchblade knife, a gravity knife, billy, blackjack, bludgeon or metal knuckles.

- d. Knowingly possessing, or using a dangerous instrument, or martial arts weapon, article or substance, which, under the circumstances in which it is used or attempted or threatened to be used is capable of causing death or serious physical injury and includes a vehicle as defined in C.G.S. 53a-3.
- e. Offering for sale or distribution a controlled substance as defined in Section 21a-240(a) of the Connecticut General Statutes.

3. A special education student's handicapping conditions shall be considered before making a decision to expel. A Planning and Placement Team (PPT) must be held to determine whether the behavior or student actions violative of Board of Education standards set forth in policy governing suspension and expulsion are the result of the student's handicapping condition.

#### 4. Procedures Governing Expulsion Recommendation

- a. A principal may consider recommendation of expulsion of a student in a case where he/she has reason to believe the student has engaged in conduct described at sections 2(a.) and 2(b.), above.
- b. A principal must recommend expulsion proceedings in all cases against any student whom the administration has reason to believe:
  - i. was in possession on school grounds or at a school-sponsored activity of a deadly weapon, dangerous instrument, martial arts weapon, or firearm as defined in 18 U.S.C. Section 921 as amended from time to time; or
  - ii. off school grounds, possessed a firearm as defined in 18 U.S.C. Section 921, in violation of Conn. Gen. Stat. Section 29-35, or possessed and used a firearm as defined in 18 U.S.C. Section 921, a deadly weapon, a dangerous instrument or a martial arts weapon in the commission of a crime under chapter 952 of the Connecticut General Statutes; or
  - iii. was engaged on or off school grounds in offering for sale or distribution a controlled substance (as defined in Conn. Gen. Stat. Section 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. Sections 21a-277 and 21a-278.
- c. The following definitions shall be used in this section:
  - i. "Dangerous instrument" means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle" or a dog that has been commanded to attack.
  - ii. "Deadly weapon" means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles.

- iii. “Electronic Defense weapon” means a weapon which by electronic impulse or current is capable of immobilizing a person temporarily, but is not capable of inflicting death or serious physical injury.
  - iv. A “firearm” as defined in 18 U.S.C. Section 921 means (a) any weapon that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device.
  - v. As used in this definition, a “destructive device” includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½” in diameter. The term “destructive device” also includes any combination of parts whether designed or intended for use in converting any device into any destructive
  - vi. device or any device from which a destructive device may be readily assembled. A “destructive device” does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon. “Martial arts weapon” means a nunchaku, kama, kasarifundo, octagon sai, tonfa or Chinese star.
  - vii. When considering whether conduct off school grounds is seriously disruptive of the educational process, the term “weapon” means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches in length, any stiletto, any knife the edged portion of the blade of which is four inches and over in length, any martial arts weapon or electronic defense weapon as defined above or any other dangerous or deadly weapon or instrument, unless permitted by law under section 29-38 of the Connecticut General Statutes.
  - d. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation. If the Superintendent or his/her designee determines that a student should or must be expelled, he or she shall forward his/her recommendation to the Board of Education so that the Board can consider and act upon this recommendation.
5. Any student under sixteen who is expelled shall be offered an alternative educational opportunity during the period of expulsion according to the terms of the law. Any student between the ages of sixteen and eighteen, not previously expelled and who wishes to continue his/her education shall be offered an alternative educational opportunity if he/she complies with conditions established by the Board,

unless such student has been expelled for conduct endangering persons which included (1) carrying a dangerous instrument or weapon including a martial arts weapon, or introducing a dangerous instrument or weapon, including a martial arts weapon on to school property or possession of a dangerous instrument or weapon including a martial arts weapon, at a school-sponsored activity or (2) offering for sale or distribution on school-sponsored activity a controlled substance, as defined in section 21a-240(9) of the Connecticut General Statutes.

6. With regard to special education students, any special education student found to have carried a firearm, deadly weapon or dangerous instrument including a martial arts weapon on school property or at a school-sponsored activity or offering for sale or distribution on school property or at a school-sponsored activity a controlled substance, whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with the intent to sell or dispense, offering, or administration is subject to criminal penalties will be referred to PPT for modification of individualized education plan in order to prevent reoccurrence of such behavior and to ensure the safety of other children in the school. If a PPT determines that the special education student's inappropriate behavior or actions are deemed not to be the result of the student's handicapping condition; suspension or expulsion procedures shall be conducted in accordance with provisions of this policy for non-special education students. If the special education pupil is expelled, he/she must be offered an alternative educational opportunity consistent with his/her needs during the period of expulsion.

7. A period of exclusion may extend into the next school year.

### **Procedures Governing Expulsion Hearings**

#### **1. Emergency Exception:**

a. Except in an emergency situation, the Board of Education shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein and consistent with the requirements of Conn. Gen. Stat. Section 10-233d and the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. Sections 4-176e to 4-180a, and Section 4-181a. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion. Students and parents shall be notified of this policy annually.

#### **b. Hearing Panel:**

i. Expulsion hearings conducted by the Board will be heard by any three or more Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three (3) affirmative votes to expel are cast.

ii. Alternatively, the Board may appoint an impartial hearing board composed of one (1) or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

iii. The hearing shall be conducted following steps defined in regulation 5114.1

## **DISTRIBUTION OF LITERATURE**

Students distributing materials are responsible for the contents of the materials. All materials to be distributed must first be approved by the principal. The principal reserves the right to determine the manner of distribution and the locations of distributions.

## **DRESS CODE**

(B.O.E. policy 5132)

The Chester, Deep River, Essex and Regional School District No. 4 Boards of Education encourage students to dress appropriately and to be neatly groomed while at school. The Board does not dictate to students and parents as to grooming or what clothing may or may not be worn, but it expects that each student's clothing and appearance meet generally accepted standards of taste and common sense. In specific instances, the building principal shall be the sole judge as to the suitability of a student's clothing, grooming, and/or appearance.

Styles of clothing that are disruptive to the educational process, pose a threat to the safety and/or health of self or others, or violate any lawful statute, will not be permitted in school. This includes expressions and/or words that appear on articles of clothing. Apparel that includes provocative symbols, offensive language, or references to alcohol, sex, drugs, violence, and/or racial/ethnic prejudice, is unacceptable.

Coats, jackets or other attire normally worn as outerwear must be stored in student's locker during the school day. Head coverings of any kind, including but not limited to scarves, bandanas, masks, kerchiefs, athletic headbands, caps, hats or hoods are also prohibited. Coats & hats must be stored in lockers and may not be carried during the school day.

Teachers have the right to require that any piece of clothing or ornament that may constitute a safety hazard during a specific class/activity be removed.

## **ELECTRONIC DEVICES**

All classroom use of electronic devices is at the sole discretion of the teacher. Students will be able to use devices only at the time and in the manner that the teacher permits. Outside of the classroom, electronic device use is permitted as long as it does not interfere with the educational environment and is in compliance with Board Policy.

## **EXTRACURRICULAR ACTIVITIES**

Whether attending an extracurricular activity at another school or at VRHS, we are all representatives of VRHS. Our school's reputation for good conduct and good sportsmanship at extracurricular activities is an excellent one. We wish to preserve that good reputation. Therefore, all students who attend extracurricular activities as members of the VRHS student body will conduct themselves in an appropriate and respectful manner.



If you are found in violation of the Shoreline Conference Spectator Expectation Code of Conduct, you will be removed from the event and will be asked not to attend the next event or multiple events. You will also be subject to VRHS disciplinary action for your behavior.

## **FIRE DRILL PROCEDURE**

Fire drills are conducted regularly in the school and are held without notice. When the signal for a fire drill is given, stop working and in a quiet, orderly manner file out of the building.

The fire egress route is posted in all classrooms. Where no fire egress route is posted, use the exit route designated by the classroom teacher.

There is to be no talking, pushing, loitering, or running during a fire drill. Students are to move at least 50 feet away from the building as quickly as possible leaving all roads/driveways clear for vehicular traffic.

## **FIELD TRIPS**

The purpose of any field trip at VRHS is educational. A field trip is considered to be an extension of the classroom, and all policies pertaining to behavior within the school shall apply while students are on a field trip.

Students on field trips or athletic trips must promptly make up any class work that they miss due to their participation on the trip. Field trip advisors reserve the right to deny students not in good academic standing from participating in the field trip.

## **HEALTH EDUCATION**

Regional School District No. 4 policy allows students to be exempt from attending classes specifically instructed in AIDS or Family Education upon written request to the Board of Education by the parent or guardian. Such requests are to be communicated each year and should be submitted by September.

## **HEALTH SERVICES**

The nurse's office is located to the left upon entering VRHS's main entrance. The nurse is on duty every day during school hours. Students must report to the nurse's office to receive permission for early dismissal due to illness.

Connecticut law requires that a student present proof of immunization prior to entering school. The immunizations include DPT, polio, rubella and measles. The student must present a record of a physical examination which has been performed within one year prior to the registration date.

All tenth grade students are required by state law to have a physical examination on file with the school nurse. In addition, students who participate in interscholastic athletics must have an annual physical examination.

### **Medications**

Connecticut state law requires that all medication (prescription & non-

prescription) taken by students during school hours be administered under the supervision of the school nurse or an approved staff member. For any medication, a physician's written order and a parent/guardian's written authorization must be brought to school with the medication in an appropriately labeled container. Students are prohibited from possessing medication (prescription or otherwise) on school grounds. Medication permission forms are available in the main office and in many physicians' offices.

The school medical advisor has approved and set up written procedures for dispensing the following over-the-counter medications: acetaminophen (a non-aspirin product) and ibuprofen. New students entering Valley are given a permission form for their parent/guardian to sign when they register for classes. These are the only over-the-counter medications the nurse has permission to administer without a written order from a physician. Students are prohibited from possessing medication (prescription or otherwise) on school grounds.

### **Accidents**

In case of an accident, the student is required to fill out an accident report form, which may be obtained in the Health Office. If a student is covered by school insurance, it is his/her responsibility to obtain an insurance form from the Health Office, fill it out, and send it along with accident related medical bills directly to the insurance company.

### **Insurance**

A student insurance policy is available to all students at VRHS for a nominal fee. Students participating in interscholastic athletics must have insurance coverage either through home and/or school. Insurance forms are available in the main office and on the VRHS website at: <http://www.reg4.k12.ct.us/>

## **HONOR ROLL**

The Honor Roll is posted and published at the conclusion of each marking period. Honor Roll categories are based upon the following classifications.

High Honors .....An average of 90 or higher

Honors ..... An average of 85 to 89

## **INCOMPLETES**

Incomplete grades are issued only when a student is unable to complete work due to circumstances beyond the student's control such as illness or unforeseen circumstances. Incomplete coursework must be completed within ten school days of the end of a marking period unless an extension is approved by the administration. Failure to complete this work within the ten-day period may result in the assignment of zero credit for said work.

## **INDEPENDENT STUDY**

In general, Independent Studies are restricted to 11th and 12th graders. Application packets are available through students' respective counselors. The purpose of an independent study at VRHS is to allow students to explore

curricular areas in greater depth than is possible in a regularly scheduled course. All requests for approval of an independent study must be submitted at least 5 days prior to the start of the next quarter/semester. Generally, only one independent study will be permitted per semester per student. All independent studies require administrative approval and are unweighted, level 0 classes.

## **LIBRARY**

The library at VRHS is a place in which students may study, browse, read, or conduct research work in preparation for school-related assignments and assessments. The library is open to all students beginning at 7:00 a.m.

Along with following all standard school policies, students are expected to be respectful of others in the library and be cognizant of how their pursuits may be affecting others.

Students will follow check-out and check-in policies, return checked out items in timely fashion, and conduct themselves responsibly in the library at all times so that fines, disciplinary consequences, and/or the loss of school privileges are not imposed.

## **LUNCH**

Students are to remain in the cafeteria or designated areas while eating lunch. Students are expected to keep the cafeteria clean and sanitary. Students are to leave the tables and floor areas clean and free of trash and garbage. All trash is to be disposed of in the receptacles provided.

When weather conditions permit, and with administrative approval, seniors may take their lunches to the courtyard, and underclassmen may use the picnic tables on the cafeteria patio.

No food or drink, other than water, is allowed outside the cafeteria or designated areas at any time.

## **MAKE-UP AND COURSE FAILURE**

Students at VRHS must complete certain academic requirements for graduation. In the event that a student fails a course, the following procedures may be followed to make up the failed credit:

1. If possible, the student may make up the failed subject during the normal school year.
2. The student may make up the failure during a summer school program.

In order for summer school work to be accepted for subject failure make-up, the following policy must be satisfied:

1. The summer school must be one established and supported by the Board of Education of the community in which the summer school is located or one maintained by a recognized private school.
2. In the case of a required course, the subject taken must be a repeat of the failed course.
3. The administration will approve all summer school courses.

4. Both the summer school grade and the regular grade will be recorded on the student transcript.

At the conclusion of summer school, the student must contact the counseling department at VRHS in order to schedule an appointment to review course schedule for the next academic year. Credit will not be granted if the student does not achieve a passing grade as determined by the guidelines outlined above.

## **NON-DISCRIMINATION**

The Chester, Deep River, Essex, Region #4, and Supervision District Boards of Education are equal opportunity/affirmative action employers. The Chester, Deep River, Essex, Region #4, and Supervision District Boards of Education do not discriminate on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Questions or complaints related to Title IX should be directed to Dr. Joanne Beekley, Assistant Superintendent, 1 Winthrop Road, Deep River, CT 06417 or by phone at 860-526-2417; questions or complaints related to disabilities, should be directed to Sarah Smalley, Director of Pupil Services, 1 Winthrop Road, Deep River, CT 06417 or by phone at 860-526-2417

### **Equal Educational Opportunity**

The right of the student to participate fully in classroom instruction and extracurricular activities shall not be abridged or impaired because of the age, sex, race, religion, national origin, pregnancy, parenthood, marriage, or for any reason not related to his/her individual capabilities.

### **Sexual Harassment**

(B.O.E. Policy 4118.11)

The Boards of Education forbid any form of sexual harassment in the workplace and in all school facilities. It shall be a violation of Board of Education policy for any staff member or any individual, subject to the control of the Board of Education, to harass a student through conduct or communication of a sexual nature or defined below. It shall also be a violation of this policy for students to harass other students through conduct or communication of a sexual nature as defined below.

Sexual harassment has been clearly established as a form of sexual discrimination. Sexual harassment is defined as follows:

“Any unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, when (1) submission to such conduct is made either explicitly or implicitly a term or condition of employment, (2) submission or rejection of such conduct by an individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile or offensive working environment.”

Specific behaviors (that are unwanted and sexual in nature) that could constitute sexual harassment are: touching, sexual name calling, inappropriate public displays of affection, gestures, jokes, cartoons, pictures, pulling at clothes, verbal comments, sexual rumors, too personal a conversation, cornering/blocking, leers, attempted rape/rape.

Sexual harassment by an employee, individual under contract, volunteer or student will result in disciplinary action up to and including dismissal from employment or expulsion from school.

### **Grievance Procedure for Cases of Alleged Discrimination**

If you believe that ...

You have been discriminated against in regard to the preceding policy, you may file a grievance that your rights have been denied or violated. Your claim will be thoroughly investigated and corrective action will be taken when allegations are verified. Confidentiality, to the extent legally possible, will be maintained by all personally involved in the investigation and no reprisals or retaliation will be allowed to occur as the result of good faith reporting of charges of sexual harassment.

If you wish to discuss these regulations or your rights under this policy, or wish to file a grievance, please contact a student counselor, social worker, or administrator.

Mr. Michael Barile, Principal

Dr. Carolyn Gbunblee, Associate Principal

These coordinators may be contacted at 860-526-5328

Additionally, you may also contact our system Equity/Title VI, IX Coordinators:

Ms. Sarah Smalley (Section 504)

Mrs. Kristina Martineau (Title VI, IX), extension 1455

These coordinators may be reached at 860-526-2417

Complaint forms are available in the Student Counseling Office or Principal's Office in each school or from the Equity/Title VI, IX Coordinators. Contact with the Equity/Title VI, IX Coordinator should take place within forty calendar days of the alleged occurrence.

### **PASS SYSTEM**

1. **Hall Pass:** A great deal of movement in the corridors is distracting to classes in session; therefore, passes will be kept to a minimum. Except under special circumstances, only one student at a time is allowed out of a class.

Any student who finds it necessary to be in the corridor during class hours must have an appropriate pass. Any staff member may ask to see your pass and may request that you identify yourself. Should a teacher feel that your pass or lack of a pass is not appropriate, the teacher will direct you to report to the Associate Principal.

2. **Student Guests/Visitors Pass:** No student visitors will be allowed during school hours. Students and their parents/guardians seriously considering attendance at VRHS will be offered the opportunity to meet with a school counselor. If after such a meeting, a prospective student and his/her parent/guardian feels that it is appropriate to visit classes with the accompaniment of a current student, the counselor may arrange for this to occur only under the following conditions:

- VRHS will determine the dates and times of all such visits.
- A current VRHS student will be assigned by the counselor to the prospective student.
- The prospective student will remain with his/her assigned guide at all times.
- The prospective student will wear the appropriate visitor identification at all times.
- The prospective student must report to the counseling office at the beginning of the visit his/her parent/guardian and will be picked up at the end of the visit by his/her parent/guardian.
- The parent/guardian of the prospective student will sign a release of liability prior to the visit.

Since the safety and security of Valley Regional students is our priority, we reserve the right to prohibit visits of prospective students.

## **PHYSICAL EDUCATION EXCUSES**

### **Medical**

If a student has a medical excuse from a doctor for physical education, the excuse should be brought to the school nurse who, in turn, will notify the physical education teacher.

Credit for medical excuses in physical education class are given to students that are out (for medical reasons) for longer than one marking period. A student with a medical excuse will be asked to complete a portion of physical education as an independent study.

### **Daily**

The physical education instructor will excuse injuries and illnesses based on their professional evaluation of the situation. In cases of serious injuries, a student should have a note from the doctor as to when he/she may return.

## **PROGRESS REPORTS**

Academic Progress Reports are available through PowerSchool. Student and parent/guardian passwords are available through the main office. Teachers will issue Academic Progress Reports to students who do not have access to PowerSchool.

## **PROHIBITED ITEMS & ACTIVITIES**

In an effort to keep our campus safe and clean, we ask that you refrain from bringing any pets onto VRHS property. Any animals on campus must be for educational purposes and cleared through administration.

Backpacks will not be allowed in hallways or classes between 7:40 am and 2:23 pm. Backpacks must be stored in lockers during this time.

Except for physical education classes and appropriate club activities, balls, Frisbees, kooshes, hackey sacks, and similar items are not to be used in school or on school grounds during school hours.

Skateboards/roller skates/roller blades, etc., are not to be used on school grounds.

Card playing and/or gambling of any sort is strictly prohibited.

## **PROPERTY**

### **Personal Property**

VRHS cannot assume responsibility for the loss of any student's personal property. Students are encouraged not to bring personal property of substantial value to the school building or to bring large sums of money to school for any purpose. Where such a situation is unavoidable, valuable property or large sums of money may be stored in the school safe for short periods of time.

### **School Property**

All textbooks and school equipment are the property of Regional No. 4 Board of Education and are to be cared for properly. Each student is personally responsible for the care of his/her textbooks and for any other school equipment or apparatus assigned to his/her care.

Students are responsible for returning all school materials loaned to them in the condition that they were issued. This includes, but is not limited to, textbooks, library books and periodicals, uniforms, and band instruments. Students will be responsible for all costs incurred in replacing or repairing all materials. If school property is lost or damaged, students must pay the amount decided upon by the school administration. Assessment is based on original cost and age and condition of the equipment or textbook. Report cards and transcripts may be withheld until all student obligations have been met.

Lockers, in particular, are to be kept orderly and are not to be abused. Locker combinations are not to be shared with other students. Students are responsible for the inside and the outside of their lockers. The outside of all student lockers are to remain clean at all times. Students may decorate the inside of the locker provided that those decorations do not contain references to drugs, alcohol, weapons or are not sexually explicit, or otherwise inappropriate or offensive to individuals or groups. Decorations must be cleaned off/removed at the end of the school year.

Lockers are the property of the school. A general inspection of school properties, including but not limited to lockers and desks may be conducted on a regular basis. Illegal items and items belonging to the school or another person may be seized.

## **REPORT CARDS**

Report cards are issued four times a year. Report cards will be distributed to each student in CORE. Final report cards will be mailed home over the summer.

## **SCHEDULE CORRECTIONS**

In early spring, students participate in the scheduling process. During the scheduling process, students have the opportunity to discuss course selections with each department coordinator and the student's school counselor. Students are required to select alternate courses should conflicts in course scheduling arise.

During the scheduling process, a student can correct his/her schedule in consultation with the school counseling office prior to the beginning of the course. The counseling staff is available five days prior to the beginning of school. Once the schedule is complete and the semester/quarter has begun, no changes will be made except under one of the following conditions:

1. Exception by a physician.
2. Repetition of the same teacher-student combination where conflict or failure has previously occurred.
3. Changes of level in multi-leveled course (as determined by teacher and counselors).
4. As a result of the creation of a prescriptive program by an I.E.P. Team.
5. Misplacement due to operational inconsistency (such as computer error).

## **SCHOOL COUNSELING**

The school counselors are here to help students with any questions or problems that might arise during the year, including, but not limited to, educational plans, classes, course selection, future job plans, or personal issues.

To visit the school counseling office during the school day, request a pass from the counselor before or after school or during break. All students have access to the counseling resource room where catalogs on colleges, occupations, scholarships, military options, and standardized test information are available. Computers are available for career exploration and college planning.

## **SCHOOL MATERIALS**

Students are responsible for returning all school materials loaned to them in the condition that they were issued. This includes, but is not limited to, textbooks, any library materials, uniforms, and band instruments. Students will be responsible for all costs incurred in replacing and repairing all materials. Report cards and transcripts may be withheld until all student obligations have been met.

## **SMOKING AND POSSESSION OF RELATED PRODUCTS**

In the face of overwhelming evidence about smoking as a health hazard, and in keeping with the teachings in our school curriculum, and as a further deterrent and prevention against smoking by young persons the Regional District No. 4 Board of Education has instituted the following policy:



Smoking and the use of \*related products is prohibited in school buildings, at school activities, on school buses, and on school grounds at all times. All schools are “Drug Free School Zones.”

Visible display and/or possession of said products by students are prohibited on school grounds at all times. Students who engage in related behaviors will be subject to VRHS disciplinary action.

Due to the increased usage of e-cigarettes and vaping products, any student caught using or possessing e-cigarettes, vapes, or paraphernalia on school grounds will, in addition to school consequences, be subject to a \$50 fine for the first offense. Fines increase for further offenses.

\*Related products include but are not limited to chewing tobacco, snuff, snus, dipping tobacco, or electronic cigarettes and various vaporizers.

## **STUDENT PARKING ON SCHOOL GROUNDS/ DRIVING**

Driving to school and parking on school grounds is a privilege granted by the Regional No. 4 Board of Education. Generally, seniors and juniors only are permitted to drive a registered vehicle to school and park in the student parking lot. Stickers are issued to licensed drivers via a lottery system in September of each school year.

To be eligible to drive a car to school and park it on school grounds, a student must complete the parking agreement form available in the office, pay the requisite parking fee and abide by all regulations within that document.

Should students fail to abide by all regulations, they may be subject to discipline and/or loss of motor vehicle privileges.

## **STUDENT ORGANIZATIONS AND ACTIVITIES**

### **Student Council**

The Student Council is elected each year by the student body and represents all the students of VRHS in matters of student government. The primary aim of the Student Council is to work constantly to improve in every way possible the quality of student life in the school community.

### **Class Organization**

At the end of each school year, the various grade level classes elect new class officers. Class activities and projects are organized and planned under the direction of the class officers and the faculty advisor to the class.

The requirements for being nominated for any of the class offices are as follows:

1. Class dues must be paid in full.
2. A petition for nomination must be circulated. Each petition must have 25 signatures of fellow classmates. Name and office sought must be entered at the top of the petition.
3. The student must satisfy all academic eligibility requirements as determined by the administration in conjunction with the class advisors.

### **Activity Period**

A special activity period schedule will occur each Wednesday throughout the year. During this time, every student is expected to participate in a school-sanctioned club or activity. Students who do not report to their assignment during activity period will be treated as if they have cut a class. Students are not free to roam the halls during activity period.

At the beginning of each semester, students will be given an opportunity to sign up for a club or activity. Because of their nature, some clubs have a limited number of available spots, so students should make their choices as soon as possible. Students who do not get their first choice will be assigned to an alternate activity or silent study hall.

### **Fundraising Drives**

All fund-raising must be cleared through the administration. Monies from these drives must be turned into the bookkeeper for safekeeping. Anyone who proves to be irresponsible in fundraising will not be allowed to participate.

### **National Honor Society**

The National Honor Society is a service organization based on the criteria of scholarship, character, service, and leadership. Members of the National Honor Society are selected from the junior class in the spring; qualification is based upon overall GPA through semester one of the junior year. Students are also selected from the senior class in the fall; qualification is based upon overall GPA through semester two of the junior year. The selection procedures are as follows:

1. A student must have a weighted, cumulative average of 90 and a class ranking average of 100, since freshman year, in order to be considered.
2. The Faculty Selection Committee, comprised of five faculty members and appointed by the principal, will make the final selection based on character, service, and leadership using the guidelines established by the National Council.

The National Honor Society offers a tutoring service to students and hosts a number of community service events each year including, Red Cross blood drives and a Pancake Breakfast with Santa. The National Honor Society also sponsors the Most Improved Senior Award presented at the end of each school year.

### **Student Leaders**

Any student who is elected or appointed to a leadership position at Valley Regional High School is expected to model good citizenship and good decision making. Leadership positions include, but are not limited to, the following: student government positions, athletic team captains, club/activity leaders, and Board of Education representatives. Student leaders who violate school policy or otherwise exhibit characteristics contrary to those desired of student leaders, whether on or off school grounds, are subject to dismissal from their respective leadership position(s) at the discretion of the administration.

## **TELEPHONE MESSAGES**

The office will forward to students phone messages from parents/guardians. Messages will be forwarded twice daily at the beginning of Block 2 and at the end of Block 4. The office will not accept or forward messages to students from anyone other than a parent/guardian.

## **WORKING PAPERS**

Working papers for students sixteen years or over may be obtained from the Student Counseling Office during the school day or after school until 3:15 p.m.

## **BOARD OF EDUCATION POLICIES**

### **Acceptable Use of Technology**

Acceptable Use policy – Learning resources and information Technology 6141.321 (a).

Use of the Internet and other Information Technologies.

The purpose of the Board's provision of access to computers and related technologies is to support education and research in the local schools. Access will include, but is not limited to the following: local area networks, wide area networks, stand alone computer stations and the Internet. The Boards view the use of these technologies as a privilege, not a right. The goal in providing this service is to promote education excellence by facilitating resource sharing, innovation and communication.

The Internet, a global electronic information infrastructure, is a network of networks used by educators, businesses, the government, numerous organizations, and individual citizens. The Boards of Education believe that the Internet, and our local area and wide area networks, should be used in the schools to educate and inform. The Internet is considered primarily as a learning resource, in addition to books, magazines, video and other information services.

### **Guidelines for Acceptable Use**

Students and staff should use the Internet and related information technologies to participate in distance learning activities, to ask questions of and to consult with experts, to communicate with other students and individuals, and to locate material to meet their educational and personal information needs.

The Boards believe that staff members have a professional responsibility to work together to help students develop the intellectual skills needed to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet their educational goals.

No user shall use an Internet link provided for by the Elementary Boards of Education of Chester, Deep River, Essex, or Regional School District No. 4 to perform any act that may be construed as illegal or unethical, including the use of the link to gain unauthorized access to other systems on the network. All users should keep in mind that when they use the Internet, they are entering a global community, and any action taken by them will reflect upon the school system as a

whole. As such, all users must behave in an ethical and legal manner. The Boards expect that any user who violates this policy or its corresponding regulations will be subject to disciplinary action.

### **Internet User Instruction**

The Boards direct the Superintendent to develop regulations governing use of the Internet and other electronic information resources provided by the Boards.

The most important prerequisite for any user is that he or she takes full responsibility for his or her actions. The Boards of Education of Chester, Deep River, Essex and Regional School District No. 4:

- Will not be liable for the action of anyone connecting to the Internet through this hook-up
- Take no responsibility for any information or materials that are transferred through the Internet
- Make no guarantee, implied or otherwise, regarding the reliability of the data connection
- Shall not be liable for any loss or corruption of data resulting while using the Internet
- Reserve the right to examine all data stored in the machines involved in the Internet to make sure that all users are in compliance with this policy and its corresponding regulations
- Require that any users of computers or related information technologies and Internet access provided by the Boards read and sign a contract called the Acceptable Use Agreement
- Reserve the right to change this policy and corresponding regulations at any time

### **VRHS High School Computer Network and Internet Guidelines**

The computer network provides the following computer privileges for curricular purposes:

1. the use of the VRHS Media Center databases and other educational software programs
2. Internet access
3. local and global e-mail communication
4. word processing, multimedia production, and electronic publishing on the Internet

### **Rights and Responsibilities**

Students have the right to use the VRHS computer network and the Internet as an educational tool so that they may demonstrate knowledge of information technology and resources and the skills to use these tools for information retrieval and communication. Students are expected to act in a responsible, ethical and legal manner, in accordance with the VRHS Computer Network and Internet Policy, and the laws of Connecticut and the United States. They have the responsibility to respect and protect the rights of other users in our school community and on the Internet.

## **Usage Policy**

Acceptable use of the network and Internet includes activities which support teaching and learning. Students are held responsible for their actions and activity within their “accounts.” Examples of unacceptable use are:

1. Using the account of another user or allowing another user to use one’s own account
2. Vandalizing the data of another user
3. Degrading or disrupting equipment, software or system performance
4. Wasting finite resources (i.e. paper)
5. Posting anonymous messages, sending disrupting, threatening or harassing email
6. Invading the privacy of individuals
7. Posting personal e-mail communications without the original author’s consent
8. Gaining unauthorized access to resources or entities
9. Using the network for financial or commercial gain
10. Using the network for any illegal activity, including violation of copyright or other contracts
11. Downloading, storing, printing or distributing files or messages that are profane, obscene, or that use language that offends or tends to degrade others
12. Downloading, storing, printing or distributing files or messages that contain information considered dangerous to the public at large.

## **Content Policy**

Students who produce materials for electronic publication (web pages) on the Internet must comply with content standards constrained by the following restrictions:

1. All student works for publication must be signed with the student’s full name.
2. No personal information about a student is allowed. This includes home telephone numbers and addresses as well as information regarding the specific location of any student at any given time.
3. No text, image, movie or sound that contains pornography, profanity, obscenity, or language that offends or tends to degrade others is allowed.

## **Penalties**

Violation of the responsibilities described above and/or the Usage and Content Policies will result in disciplinary action in accordance with the school rules. Consequences may include limiting of network privileges, suspension, financial restitution, or other disciplinary action deemed appropriate by the administration. Any illegal activity will be reported to the proper authorities.

### **Asbestos Management**

In compliance with the Asbestos Hazard Emergency Response Act passed by Congress in 1986, Regional School District #4 schools have comprehensive asbestos management plans on file at each school building. From 2003 to 2006, Valley Regional High School and John Winthrop Middle School underwent extensive renovations during which all known asbestos containing materials were removed from the schools. Any questions regarding asbestos management should be directed to Region 4 Director of Facilities.

### **Integrated Pest Management (IPM)**

Regional School district #4, in compliance with State of Connecticut regulations, has set policies to ensure a safe environment for our students and personnel. Integrated Pest Management (IPM) programs are followed, utilizing cultural and physical means of controlling pests in order to limit pesticide use. If a pesticide must be utilized to insure health and safety, only minimum amounts necessary to control the pest will be applied by a CT licensed pesticide applicator, when school is not in session. Areas treated will be posted in accordance with regulations. Every effort will be made to not use pesticides on school properties. A registry of parents and/or guardians of Region #4 students requesting pre-notification of any scheduled pesticide application will be maintained and is available to each school main office. Any questions regarding Region 4 Integrated Pest Management practices should be directed to the Region 4 Director of Facilities.

## SAFE SCHOOL CLIMATE PLANS

for the schools of the No. 4 Regional Supervision District – as of June 2014

Regional School District No. 4: - Valley Regional High School

National School Climate Standard	Current School Status (Based Upon Rubric)	Areas Identified as Needing Improvement	Identified Strategies to Realize Improvement	Measurement and Documentation Options for Determining Improvement	Current Progress to Date
<b>Standard 1:</b> <b>Shared Mission</b> Is it evident that all members of the school community are committed to physical, emotional and intellectual safety of the learners?	<i>Maintenance (V/RHS)</i>	Communicate current Academic, Social, and Civic expectations to NEASC standard - Implement School-Wide behavioral indicators to SWPBIS standard	- Tie NEASC based Core Values for 21 <sup>st</sup> century learners to School-Wide communication goal - Address in advisory - Adoption of SWIS to collect data about learner safety	- NEASC Document - Results of Stakeholder Feedback survey - Reconfigured mission statement - Visual implementation of PBIS	- On-going
<b>Standard 1:</b> <b>Shared Mission</b> Do participants share a vision of what a positive school climate looks, feels and sounds like?	<i>Maintenance (V/RHS)</i>	Communication of the reconfigured mission statement – School-Wide implementation of SWPBIS	- Statement of Stakeholder Feedback Goal as per the Teacher Evaluation Plan is directly tied to NEASC Core Values for 21 <sup>st</sup> century learners and mission statement - Involvement in State Personnel Development Grant to implement School-Wide Positive Behavioral Interventions and Supports	- NEASC Document - Results of Stakeholder Feedback survey - Reconfigured mission statement - Visual implementation of PBIS	- On-going
<b>Standard 1:</b> <b>Shared Values</b> What are the shared values?	<i>Maintenance (V/RHS)</i>	- Increase awareness of the 4 school-wide indicators as per SWPBIS - Increase awareness of the 21 <sup>st</sup> Century Learning Expectations and mission Statement to NEASC standard	- Continue PD related to SWPBIS - Survey the stakeholders regarding knowledge of shared values - Documentation and school culture visibly reflect shared values	- NEASC Document - Handbook, - Referrals, - Letterhead, etc. - Visual representation of SWPBIS throughout the school	- On-going
<b>Standard 1:</b> <b>Shared Goals</b> What are the shared priorities?	<i>Maintenance (V/RHS)</i>	- Increase awareness of the 4 school-wide indicators as per SWPBIS - Increase awareness of the 21 <sup>st</sup> Century Learning Expectations and Mission Statement to NEASC standard	- Continue PD related to SWPBIS - Survey stakeholders regarding knowledge of shared priorities - Documentation and school culture visibly reflect shared priorities	- NEASC Document - Handbook - Referrals - Letterhead, etc	- On-going
<b>Standard 2:</b> <b>Shared School Policies</b> Are there policies that promote the development of skills, knowledge and engagement?	<i>District-wide Policies as follows: 5131.911; 5131.913</i> <i>View at: <a href="http://www.rsgd.k12.or.us">www.rsgd.k12.or.us</a></i> <i>Review Policy with Administration &amp; Staff – (ALL schools)</i>	- Review Policy with Administration & Staff	- School Climate Plan - Policies and Procedures for investigations	- Survey - Monitor ED 166 and incident reports	- On-going

<b>Standard 2:</b> <b>Shared School Policies</b> Are there policies in place to address barriers to learning?	<b>District-wide</b> <i>Policies as follows:</i> IDEA 504 CGS <i>View at: <a href="http://www.reg4.k12.ct.us">www.reg4.k12.ct.us</a></i> Review Policy with Administration & Staff – (ALL schools)	Review Policy with Administration & Staff	- School Climate Plan - Policies and Procedures for investigations	- Survey - Monitor ED 166 and incident reports	- On-going
<b>Policies on Dealing with P.A. 11-232 Bullying</b> Allegations: Does the Plan include the specific req. in An Act Concerning The strengthening of School Bullying Laws?	<b>District-wide Policies as follows:</b> 5131.911 5131.913 5133 5131.91 <i>View at: <a href="http://www.reg4.k12.ct.us">www.reg4.k12.ct.us</a></i> Review Policy with Administration & Staff – (ALL schools)	Review Policy with Administration & Staff	- District-wide Professional Development for all staff by Shipman & Goodwin and Joanne Freeberg from the State - Annual review regarding bullying laws in the schools	- Survey - Monitor ED 166 and incident reports	- On-going
<b>Standard 3: School Practices</b> Are there practices in place to promote positive youth development?	<i>Awareness (VRIHS)</i>	- Building Level: Continue structured program to address specific areas of positive youth development. - Community: TriTown Youth Services integration of positive youth assets - Students: Peer Advocates, Forensics, NHS, Community and Volunteer programs	- Scheduling - Staffing - Develop a program to fit this agenda. - Address in advisory - School-wide lesson plans that address this topic - School-wide celebration of excellence	- Events and tactics produced by activities, classes, sports, and clubs. - TriTown Youth Services collaboration - Assemblies	- In Progress & Ongoing
<b>Standard 3: School Practices</b> Are there practices in place that enhance teaching and learning?	<i>Maintenance (VRIHS)</i>	Implementation of Educator Evaluation Process and Plan	- District-wide professional development that aids in streamlining the comprehensive evaluation plan - On-going PD on coaching and implementation of the CCT best practices in the classroom	- Ratings scales as per the CCT rubric - Qualitative feedback on BloomBoard - CFA performance - Standardized test performance - Stakeholder feedback	- In Progress
<b>Standard 3: School Practices</b> Are there practices in place to address barriers to new learning?	<i>Maintenance (VRIHS)</i>	- Streamline the Data Team process - Continue curriculum modifications to reflect CCSS - Refine the SRBI process	- Curriculum writing time to solidify the CCSS alignment - Data Team process PD - Include reading and math intervention	- SRBI final document - Assessment results on CFA and Summative Assessments. - Data Team meeting observations - Curriculum Reviews	- On-going
<b>Standard 3: School Practices</b> Are there practices in place that develop and sustain infrastructure and capacity building?	<i>Maintenance (VRIHS)</i>	- The basic, underlying framework and features of the Region 4 system have been maintained	- The proper teams and systems have been developed to ensure infrastructure and capacity building	- Professional Development - Spirit Week - Various training for all staff - SPDG	- On-going



<b>Standard 4: Safe Environment</b> Is the school providing for a physically, emotionally, intellectually safe healthy and welcoming environment?	<i>Maintenance (VRHS)</i>	<ul style="list-style-type: none"> <li>- Consistency of upholding standards by faculty/para-professionals/secretarial staff</li> <li>- Minority of students who do not feel safe at school</li> <li>- Awareness and implementation of SWPBIS</li> </ul>	<ul style="list-style-type: none"> <li>- Awareness training for Climate PD</li> <li>- Address in advisory</li> <li>- Training provided by the SERC re: SWPBIS</li> </ul>	<ul style="list-style-type: none"> <li>- Stakeholder surveys</li> <li>- Student achievement</li> <li>- SWIS data</li> </ul>	<ul style="list-style-type: none"> <li>- In Progress</li> </ul>
<b>Standard 5: School Justice</b> Is the school engaging in practices that promote the social and civic responsibilities and a sense of social justice within school community?	<i>Maintenance (VRHS)</i>	<ul style="list-style-type: none"> <li>- Increase awareness of 21<sup>st</sup> Century Learning Expectations - specifically, social and civic competencies</li> </ul>	<ul style="list-style-type: none"> <li>- NEASC document</li> <li>- Address in Advisory Communication with Stakeholders</li> <li>- Integration of stakeholder feedback and teacher evaluation</li> <li>- Annual, school-wide community service project</li> </ul>	<ul style="list-style-type: none"> <li>- Stakeholder feedback goal</li> <li>- Service project options</li> <li>- Warriors in the Community</li> </ul>	<ul style="list-style-type: none"> <li>- In Progress</li> </ul>
<b>Continuous Improvement</b> Is there clear understanding that school climate improvement is an ongoing organic process integral to wider school improvement?	<i>Maintenance (VRHS)</i>	<ul style="list-style-type: none"> <li>- Representatives from the VRHS faculty and staff meet monthly to discuss climate and safety issues. More stakeholders should partake in these meetings.</li> <li>- This document is currently being maintained as a part of this standard</li> <li>- On-going SPDG involvement</li> </ul>	<ul style="list-style-type: none"> <li>- Collaboration with TriTown Youth Services regarding climate/safety initiatives</li> <li>- Invite parents to be a part of the climate conversations</li> <li>- Update this document regularly</li> <li>- Address SPDG work at faculty meetings</li> </ul>	<ul style="list-style-type: none"> <li>- School climate Document</li> <li>- Qualitative data regarding climate and safety at VRHS</li> <li>- Stakeholder feedback survey result</li> <li>- SWPBIS survey results</li> </ul>	<ul style="list-style-type: none"> <li>- In Progress</li> </ul>
<b>Family/ Community Partnerships:</b> Are all stakeholders' interests represented and reflected in the school climate improvement efforts?	<i>Awareness (VRHS)</i>	<ul style="list-style-type: none"> <li>- A generalized sense of what is meant by a positive school climate is understood; efforts to improve climate are task and project oriented</li> <li>- Increase awareness of SWPBIS to all stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>- A more consistent means of communicating school interests to all stakeholders</li> <li>- Welcoming Walkthrough</li> </ul>	<ul style="list-style-type: none"> <li>- Monthly newsletter</li> <li>- School/Community events</li> <li>- Greater parental involvement</li> <li>- Welcoming Walkthrough results</li> </ul>	<ul style="list-style-type: none"> <li>- In Progress</li> </ul>
<b>Impact on Results:</b> Is progress monitoring inherent in the school climate improvement process?	<i>Awareness (VRHS)</i>	<ul style="list-style-type: none"> <li>- Representatives from the VRHS faculty and staff meet monthly to discuss climate and safety issues. More stakeholders should partake in these meetings.</li> <li>- Use stakeholder feedback to inform future decisions</li> </ul>	<ul style="list-style-type: none"> <li>- Invite members of TriTown Youth Services to take part in our climate/safety initiatives.</li> <li>- Administer the stakeholder feedback survey</li> <li>- Welcoming Walkthrough inclusive of representative stakeholders</li> <li>- Update this document regularly</li> </ul>	<ul style="list-style-type: none"> <li>- School climate document</li> <li>- Qualitative data regarding climate and safety at VRHS</li> <li>- Survey results based upon school climate at VRHS</li> <li>- Welcoming Walkthrough survey results</li> </ul>	<ul style="list-style-type: none"> <li>- Ongoing</li> </ul>

**School Openings & Closings**  
 High School 7:40 AM - 2:23 PM  
 Middle School 7:45 AM - 2:17 PM  
 Elementary Schools 8:25 AM - 3:00 PM

**Regional School District No. 4**  
**Chester, Deep River, & Essex Elementary**  
**Academic Calendar**  
**August 2018-July 2019**

REVISED 12/05/17

**Early Dismissal Time**  
 High School 12:20 PM  
 Middle School 12:12 PM  
 Elementary Schools 1:00 PM

**August 2018** (2) (2)

S	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**September 2018** (17) (28)

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**October 2018** (22) (41)

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**November 2018** (19) (60)

S	M	Tu	W	Th	F	S
					1	2
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**December 2018** (15) (79)

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**January 2019** (21) (96)

S	M	Tu	W	Th	F	S
1	2	3	4	5		
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 27-29 Professional Development Day (Staff Only-No Students)  
 August 30 Students' First Day of School  
 September 3 Labor Day  
 September 10 Rosh Hashanah (School Closed-Festivities) (Holiday begins sundown the 9th)  
 September 19 Yom Kippur (School Closed if possible) (Holiday begins sundown the 18th)  
 October 08 Professional Development Day (Staff Only - No Students)  
 October 18-19 Early Dismissal Elem ONLY (gr. K-6) for Parent Conf.  
 November 6 End of Quarter Grades 7-12  
 November 12 Veterans Day Observed (School in Session)  
 November 21-23 Thanksgiving Break (School Closed)  
 November 30 End of Trimester Grades 1-6  
 December 24-31 Holiday Break (School Closed)  
 December 25 Christmas (School Closed) (Weekday)  
 January 1 New Year's Day (School Closed)  
 January 18 Early Dismissal for All Schools (Prof. Development for Staff)  
 January 21 Martin Luther King's Birthday (School Closed)  
 January 23 End of Quarter Grades 7-12  
 February 15 Early Dismissal for All Schools (Prof. Development for Staff)  
 February 18 Presidents Day (School Closed)  
 March 7 Early Dismissal for All Schools (Prof. Development for Staff)  
 March 8 Professional Development Day (Staff Only - No Students)  
 March 12 End of Trimester Grades 1-6  
 March 21-22 Early Dismissal Elem ONLY (gr. K-6) for Parent Conf.  
 April 2 End of Quarter Grades 7-12  
 April 12 Early Dismissal for All Schools (Prof. Development for Staff)  
 April 15-18 Spring Recess (School Closed)  
 April 19 Good Friday (School Closed)  
 April 30-31 Passover (Holiday begins sundown the 19th)  
 May 24 Early Dismissal for All Schools (Prof. Development for Staff)  
 May 27 Memorial Day (School Closed)  
 June 14 Last Day of School (Early Dismissal All Schools)  
 End of Trimester Grades 1-6 / End of Quarter Grades 7-12  
 June 14 GRADUATION Fixed Date - will not change  
 (early dismissal for VRHS ONLY, if last day of school moves beyond June 14)

(180) Total Student Days

★ Students' First/Last Day of School  
 ◇ School Holidays  
 ○ Professional Development Day  
 □ School Breaks  
 ◻ Early Dismissal Elem, ONLY (gr. K-6) for Parent Conferences  
 ◼ Early Dismissal All Schools

Date in **BOLD** - End of Quarter Grades for 7-12  
 Date in **italized BOLD** - End of Trimester Grades for 1-6

**Spring Recess Subject to Change:** If on March 1, 2019 we have exceeded our  
 Make-up Days for Emergency Closings, each additional day will be deducted  
 from the end of Spring Recess, starting with April 18 and working back to April 16

High School Graduation is a fixed date of June 14th.

❄ Make-up Days for Emergency Closings in this order: Feb 20, 19 April 23, 22, June 17, 18, 19, 20, 21, (April 18, 17, 15, 16)

Revised December 05, 2017 by the Regional Supervision District Committee

School Events, BOE Meeting schedules, agendas and minutes are available through the district website at [www.reg4.k12.ct.us](http://www.reg4.k12.ct.us)

**February 2019** (17) (113)

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

**March 2019** (20) (133)

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**April 2019** (18) (148)

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**May 2019** (22) (179)

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**June 2019** (10) (180)

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**July 2019** (19) (9)

S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					